

JANUARY 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 15 JANUARY 2008

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Sturmeay, Mrs Perry, Mrs Gross, Messrs: Sincock, Hillier, Bond, Reynolds, Hiscock, C.Cllr Davis

Apologies: Mr Lewis, D.Cllr Newbury

4 members of the public

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

There were none.

PUBLIC PARTICIPATION/VILLAGE HALL

Mike Fowler, architect, showed members the revised plans, explaining that the PC's comments had been addressed. None of the trees within the development would be affected; a biodisc mini-treatment plant and a soakaway would be installed; an archaeological evaluation had been carried out, with a watching brief to be held during construction; the access had been moved adjacent to the pitch; the aspect of the houses had been altered and a precedent would not be set as the development would be seen as an exception if granted permission.

The chairman stated that the village had agreed to the number and design of the houses, to which Mr Fowler categorically replied that the number and design had not been changed.

The chairman then proposed that the PC observations had been addressed, with which members agreed. She thanked Mr Fowler and the hall committee for attending.

PLANNING

1. Application by Mrs Scott for demolition of garage and erection of dwelling at land to rear of 2 Victoria Gardens, High St. No objections.
2. Permission to:
 - A) Granville-Chapman to prune beech tree and sumach at Apple Tree Cottage, Newtown.
 - B) Mrs Pearce for removal of garage roof and carport, construction of infill extension with pitched roof over both.
3. Interim applications:
 - A) Ms Booth for revised plans for rear extension at 53 High St.

- B) Mrs Scott as 1 above, to show location of treatment plant.
- C) V.Sturmev to install replacement septic tank and soakaway at 9 Knook.

There were no objections to any of the above.

MATTERS ARISING FROM THE MINUTES

1. Dog Waste Bin

Cllr Bennett-Shaw reported that the bin at the Tytherington Road grassed triangle had been replaced.

2. Westover House Hedge

As the hedge had been cut but the road not swept satisfactorily, the chairman had spoken to the owners.

3. Cotley Hill Shoot

Mr Harley agreed to erect signs on the footpath when guns were in the vicinity of Cotley Wood.

4. Blind House

Invoice from A.D.Jones (the builder) for £5880.48. The clerk had submitted the final payment request to EH, which would enable this invoice to be paid under delegated powers in the interim once funds became available. EH had paid the stage 1 final and stage 2 interim grant of £8761. The Wilts Historic Buildings Trust agreed in principle to offer a maximum grant of £4000, depending on the final shortfall to the PC and satisfactory completion. The clerk had thanked Mr Johns and advised him that she would notify him of the shortfall when EH had sent the final grant payment.

5. Knook Footpath 8

Cllr Bond believed that the large tree overhanging the end of the path had been in that position for probably 2 years and was not in imminent danger of falling. As it was way above head height he would find it difficult to deal with. The parish steward did not deal with RoW and the owner of the tree was not known, therefore the clerk would contact the RoW warden.

6. Griffins Mews

The chairman advised that WWDC had decided to replace "Griffins Mews" with "Old Forge Close".

7. A36 Speeding

Wilts Constabulary's safety camera had checked the speed of 114,483 vehicles during 168 hours: 15.41% had exceeded the limit by as little as one tenth of a mile per hour. For safety camera provision this must be 20% or more. 85% of the traffic was travelling at 59.9 miles per hour (for camera enforcement this must be a minimum of 68mph). The results therefore failed the criteria for safety camera enforcement. However, should the PC believe that after 1 year the situation had worsened, a second survey may be considered.

8. **Bus Route**

WCC advised that from 6 January the X4 and X5 services had been replaced by 264 and 265 on similar routes with the same frequency. Connections to Bath must be made in Warminster.

CORRESPONDENCE

1. **WWDC:**

- A) Core Strategy: Rural Parishes seminar at the Athenaeum at 7pm on 5 February.
- B) Register of Electors 2008.
- C) Consultation on changes to Standards arrangements.
- D) Proposed date for Unitary Authority elections: May 2009 and Town and Parish Councils: 2013.

2. Wilts Police Authority meeting 31 January: passed to Cllr Perry.

3. Wilts Fire&Rescue Service sought a PC rep: Cllr Hiscock offered to represent the PC.

4. Warminster and Villages Community Partnership newsletter.

5. Standards Board bulletin.

6. WALC literature.

7. AONB sought parish partners.

8. M&G Charibond investment: £1567.30 was distributed from 1 August to 31 October 2007.

9. Network in Focus and changes to bus services leaflets: passed to the PO.

10. A petition to ask the PO to reconsider the closure of Heytesbury PO was presented by Cllrs Bennett-Shaw and Sturmeay. The chairman, vice-chairman and clerk had attended a closed meeting at Warminster Town Council, where 2 PO representatives had explained that Heytesbury was to be designated an outreach service, with the same hours as shop hours and the same services other than no parcels over 2 kg accepted and no special delivery. There were therefore no objections from a consumer's point of view, other than the loss of the bulk of the postmistress's salary, which could endanger the future viability of the shop. The PO did not normally grant outreach services to the original PO and other premises could be used. The chairman expressed support but was concerned that PC objections could jeopardise the outreach at the shop, therefore it was agreed that the clerk wait for the Hilliers' advice on whether the PC should object on the basis of loss of salary or to just send in the petition to advise the PO of village opinion. The clerk to notify C.Cllr Davis of the outcome.

ITEMS FOR REPORT

1. Cllr Sincock said that the white lines at the Park St/Park Lane junction would be repainted, the leaf-sweeper had been and the trees trimmed near the Cotley Hill roundabout. Repairs to the High St cracks would be carried out. The chairman thanked him.
2. Cllr Bennett-Shaw reported that the High St. pavement from the Dippers' house to the school bus shelter was uneven and potentially hazardous. The clerk to contact Clarence.
3. Cllr Perry had spoken to youngsters who wondered where the money they had helped to raise had been spent. Cllr Gross said that the equipment was in the playing field, however she would be willing to resurrect HYPO if adults were willing to help: to be noted on the website and in the PN.
4. C.Cllr Davis wished, as WWDC portfolio holder, to point out that the village hall application was against the District Plan and Policy.
5. Cllr Hiscock expressed concern about the state of the Newtown RUPP. The chairman replied that it was the joint responsibility of Heytesbury Estate and the homeowners, as it was an unadopted road.
6. Cllr Bond said that after football matches the area was strewn with litter. The chairman to pass the comment onto the manager.

After signing the following cheques, the chairman closed the meeting at 8.55pm.

Cheques: clerk's salary: £219.18

Post Office: £34

Interim payments under delegated powers:

A.D.Jones: £5880.48

Philip Hughes Associates: £2403.06

FEBRUARY 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 26 FEBRUARY 2008

Present: Mrs Hicketts (chairman), Rev. Bennett-Shaw, Mrs Sturmeay, Mrs Perry, Messrs: Lewis, Hillier, Reynolds, Hiscock, C.Cllr Davis

Apologies: Brig. Sincock, Mr Bond, D.Cllr Newbury

Absent: Cllr Gross

1 member of the public

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting and those of the planning meeting of 28 January were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

There were none.

PUBLIC PARTICIPATION

Helen Townend, head of Heytesbury School, said that the school had to update its travel plan by 2010. Children had written letters with their requests for a zebra crossing, cycle paths and lowering the roadside grassed bank and they and the staff wished to work with the community to achieve a safer means of reaching the school. To this end, the chairman and C.Cllr Davis agreed that they would be happy to talk to the children and enter discussions.

PLANNING

1. Permission to:
 - A) Mrs Scott for demolition of garage and erection of dwelling at land to rear of 2 Victoria Gardens, High St.
 - B) Mr&Mrs Wilson for dormer window to rear side of roof at Church Farmhouse, Tytherington.
2. Application by Mr&Mrs Reade for erection of side porch at Spicers, Newtown. No objections.
3. Withdrawn: Ms Booth for revised plans for rear extension at 53 High St.

MATTERS ARISING FROM THE MINUTES

1. HYPO

Cllr Perry awaited an entry for the website from Cllr Gross regarding the possible resurrection of HYPO – the clerk to contact her.

2. **Knook Footpath 8**

The overhanging tree had been removed and the clerk had thanked the footpath warden.

3. **Post Office**

Cllr Bennett-Shaw and all members wished to thank the Hilliers for continuing with the shop and outreach PO.

4. **Blind House**

The final EH grant of £7602 had been paid. The clerk had sent all the necessary documentation to WWDC and the Wilts Historic Buildings Trust to enable them to pay grants. The chairman thanked Cllr Lewis for his dedication to the project.

CORRESPONDENCE

1. **WWDC:**

- A) West Wilts Matters.
- B) copy of letter to the PO opposing cutbacks to PO services.

2. **WCC:**

- A) RoW Improvement Plan – consultation draft.
- B) One Council for Wilts – Meet&Greet at County Hall on 17 April.

- 3. Invoice from RJ.Print for £37.27 – payment agreed.
- 4. Boundary Review to establish electoral divisions for new Unitary Council.
- 5. Communities and Local Govt. conduct orders.
- 6. WALC literature and Charity Commission News.
- 7. AONB meeting on 3 April at Dinton village hall.
- 8. M&G Charibond investment: value as at 31 December 2007: £101,756.25.
- 9. Audit Commission appointment of external auditor: Mazars.
- 10. Govt. Office for South West: retention of documents guidance.
- 11. To the PO: ARC Theatre booklets, Wylde Valley community bus info and Enjoy England – celebrate St George's Day booklet.
- 12. Best Kept Village competition – it was agreed that Heytesbury should not be entered, but the clerk to ask Cllr Sincock to ascertain if Tytherington wished to enter. The chairman suggested that Mark Gunter be asked to trim the 2 grassed areas at the entrance to the village between WWDC cuts. Cllr Lewis to ask him for an estimate.
- 13. Way Ahead – Ramblers Association newsletter. The clerk to send Cllr Bennett-Shaw's details as parish path rep.

14. Letters from Bob Burgess, in which he:
- A) discussed the PC's observations on the first village hall application. The clerk to reply that his comments had been noted and that the subject of a suitable sewage system in the village should be addressed to Hills Homes, now that the Griffins development was underway.
 - B) questioned items on the website, however as this was not the PC's website, the clerk to advise him of this and the fact that Cllr Perry had subsequently added to the PC website a note that it was the official website and the PC wished it to be known that it had no association with heytesbury.org.uk. Additionally, the PC website name would in future be entered under the chairman's name in the PN and Cllr Reynolds would include the matter in his PN article.
 - C) noted 2 paths that had disappeared and pointed out the poor condition of path 10. WCC had replied to the former and the clerk would inform him that path 10 was under discussion with the RoW warden, who wished to install kissing gates at the path ends and carry out work to the surface. As Mr&Mrs Underwood were not too keen, he suggested that a meeting with them, himself and the PC would be helpful and it was agreed that the chairman and vice-chairman would attend and the clerk would try to arrange a suitable date.

BANK FIGURES

The clerk reported that, as at 30 January 2008, the current account stood at £3001.31 and the deposit account at £9643.59. She pointed out that this was prior to payment of the final Blind House invoices.

ITEMS FOR REPORT

1. Cllr Reynolds said that his independent view PN articles would also be published on the website.
2. Cllr Bennett-Shaw said that:
 - A) she had asked Barry Bligdon to include the Mantles Lane grassed area in his grasscutting.
 - B) she would like the parish steward to clean the dirty street nameplates – the clerk to contact Cllr Sincock.
3. The chairman commented that if a P.Cllr was pursuing an issue with a parishioner she would find it helpful if the Cllr would advise her before it was raised at a meeting.
4. C.Cllr Davis reported that WCC and WWDC had set the precept. The Leader of the Council had objected to the Govt. that the grant had only been increased by 2%, much less than for nearby rural councils.

After signing the following cheques, the chairman closed the meeting at 8pm.

Cheques: clerk's salary: £219.18

Clerk's telephone expenses : £9

RJ.Print: £37.27

MARCH 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 25 MARCH 2008

Present: Mrs Hicketts (chairman), Rev. Bennett-Shaw, Mrs Sturmey, Mrs Perry, Messrs: Sincock, Lewis, Hillier, Reynolds, Hiscock, Bond, C.Cllr Davis

Apologies: D.Cllr Newbury

Absent: Cllr Gross

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

Cllr Sincock declared a personal interest in planning application 1A.

PUBLIC PARTICIPATION

There was none.

PLANNING

1. Applications by:
 - A) Mr&Mrs Charlesworth for single-storey extension at 57 High Street. No objections.
 - B) Mr G.Frost for rear 2-storey extension at Bunters Cottage, Knook. No objections.
 2. Permission to:
 - A) Mr&Mrs Reade for erection of side porch at Spicers, Newtown.
 - B) Mrs Sturmey to install replacement septic tank and soakaway system at 9 Knook.
 - C) Ms Booth for single-storey extension to rear and 2-storey extension to front and side at 53 High St.
- Cllr Lewis reported that the homeowner had told him that he intended to erect a temporary 10ft square metal shed. He had advised him to notify WWDC and it was agreed that the clerk should inform WWDC.
3. Confirmation of TPO for 44-45 High Street.
 4. Refusal to Heytesbury Village Hall committee for new village hall and 12 new dwellings at football ground, Park St. Cllr Sincock reported that the committee intended to object as the decision had been made only under delegated powers, in which case C.Cllr Davis believed they would need either to appeal or submit another application

under a new number. They had asked him to ensure that the original application went before committee, however he had not been asked to do the same for the second application with a new number, following the withdrawal of the first. Cllr Sincock asked if the PC could encourage the church scheme. The chairman advised that this should be done only on an informal, verbal basis as an appeal/resubmission may be made. Cllr Bennett-Shaw said that an imminent church campaign may well give some indication of parishioners' views

5. C.Cllr Davis reported that WWDC now only worked to their statutory duty of erecting site notices, no longer sending letters to neighbours. It was agreed that P.Cllrs endeavour to apprise neighbours of applications. Cllr Sincock said that those who wrote objection letters regarding the hall had not received replies. C.Cllr Davis responded that replies should be sent.

MATTERS ARISING FROM THE MINUTES

1. Grassed Areas at Entrance to Village

Mark Gunter had quoted £40 per cut for trimming the 2 areas. It was agreed that he be asked to alternate with WWDC once a month between March and October. Cllr Lewis offered to liaise by arranging dates when cuts were required. Cllr Sincock said that the parish steward no longer tidied recycling sites and it was agreed that he ask Mr Beavers to clear the site when required: £10 payment was agreed for the first clearance.

2. Best Kept Village Competition

Cllr Sincock reported that Tytherington had agreed to enter. Mr Osborne would draft a letter for the clerk to write on headed paper, to be delivered to residents.

CORRESPONDENCE

1. WWDC:

- A) Waste and recycling forum on 7 April – passed to Cllr Reynolds.
- B) Standards committee representation.
- C) Housing and benefits poster – placed on noticeboard.

2. WCC:

- A) 30mph speed limit order for C10 and C272.
- B) One Council for Wilts – Meet&Greet at County Hall on 17 April.
- C) Consultation on proposed electoral divisions for new unitary authority: the parish to be included in Warminster East &Wyllye with a total electorate of 3725.
- D) Temporary closure of C280 level crossing to Upton Lovell 30 April-2 May: placed on noticeboard.

3. Donation request from Warminster&District Link Scheme: £25 was agreed.

4. Salisbury DC consultation on local development core strategy.
5. Wicksteed play equipment: it was agreed that all-age fitness equipment from a new range would be a valuable addition to the existing playground equipment. The clerk to ask Cllr Gross to investigate further.
6. WALC literature.
7. AONB: poster on noticeboard and statement on light pollution.
8. M&G Charibond investment: £1,592.57 distributed from 1.11.07 to 31.1.08.
9. VAT refund of £3,087.06.
10. Warminster&Villages community partnership newsletter.
11. To the PO: N&W.Wilts training and volunteering opportunities; Network in Focus booklets; Trustee Voices magazine and Independent travel support scheme leaflets.

ITEMS FOR REPORT

1. The chairman reminded Cllrs that apologies should be sent if they were unable to attend.
2. Cllr Bennett-Shaw said that:
 - A) the bus shelters needed cleaning – the clerk to inform Clarence.
 - B) the yellow bus stop road markings at the St Johns bus shelter had not yet been painted – the clerk to inform WCC.
 - C) she had replied to a villager's emails of adverse comment on the independent view articles in the PN that the views were independent and that formal minutes were available on the website and from the clerk. It was agreed that the articles should continue, but renamed "A Parish Councillor's Independent, Lighthearted View". An additional safeguard was the fact that Cllr Bennett-Shaw vetted the articles prior to publication. The chairman said that Cllrs should encourage any objectors to attend a meeting or to put their objections in writing.
 - D) asked C.Cllr Davis if WCC intended to support the post offices – the reply was in the negative.
3. Cllr Hiscock complained of litter on the bypass and roundabout and of the flytipping near the roundabout and in Imber Road. Cllr Davis offered to pursue these ongoing matters as all previous efforts by the clerk and D.Cllr Newbury had been to no avail in the case of flytipping.
4. Cllr Perry observed that some areas of the Heytesbury Park fence were broken and she would pursue this with the residents concerned.
5. Cllr Reynolds reported that a manhole cover on the corner of Greenlands had cracked in half – the clerk to inform Clarence.

After signing the following cheques, the chairman closed the meeting at 8.25pm.

Cheques: clerk's salary: £219.18 Warminster&District Link Scheme : £25 (S.137)

G.Beavers: £10

APRIL 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 29 APRIL 2008

Present: Mrs Hicketts (chairman), Rev. Bennett-Shaw, Mrs Sturmey, Mrs Perry, Mrs Gross, Messrs: Hillier, Reynolds, Bond, C.Cllr Davis

Apologies: Messrs. Sincock, Lewis, Hiscock and Cllr Newbury

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

None

PUBLIC PARTICIPATION

None

PLANNING

1. There were no applications
 - A) Reply from WWDC reference 53 High Street concerning the temporary erection of a metal shed. No action to be taken until confirmation had been received they had broken any planning rules. Cllr Lewis will be asked to keep an eye on developments.
2. Permission to:
 - A) Single story extension 57 High Street – Permission.
 - B) Rear two storey extension Bunters Cottage, Knook – Permission.
3. Interim applications:
 - A) Selwood Housing Society to undertake pruning works to protected lime trees at High Street. No objections.
 - B) Mr Pulvertaft for demolition of single-storey lean-to and construction of a 2-story extension at Woodside Cottage, East Hill. No objections.

MATTERS ARISING FROM THE MINUTES

C.Cllr Davis reported County Highways and the Police are trying to do a purge on fly tipping. They have suggested contacting CLARENCE (0800 232323) as soon as anyone is aware of any incidents as the police will be liaising with Clarence in the hope of dealing with this problem. Cllr Hiscock asked about the items at the roundabout to which Cllr Davis replied he had reported it and he would pursue the removal of the items.

Cllr Reynolds reported that CLARENCE had replaced the Manhole Cover.

Cllr Bennett-Shaw reported that the Bus Shelters were cleaned the day after the last meeting.

CORRESPONDENCE

1. Notice of Audit of Accounts – 31 March 2008. Agreement required for internal Auditors to be Auditing Solutions Ltd. **All agreed.**
2. WRVS letter of thanks for donation of May 2006 of £25. All agreed for another donation of £25 this year.
3. WALC Annual Subscription – subscription due £230.32– **All agreed as useful for Parish Clerk.**
4. Road Traffic Regulation Act Traffic Management. Traffic Officers are now going to be Civil Enforcement Parking Officers.
5. Review of working with voluntary and community sector. Report for our comments and suggestions and recommendations for joint working. Report has to be back by end of June. Chairman to deal
6. Community Area Highway Information – Page 6 - Scheme proposed 2008/2009 for Knook B390 Anstey Hill minor scheme and then Page 7 - Knook lining and signing.
7. Community First – request to become a member. **All agreed not to proceed.**
8. European Funding – invited to attend a public meeting on Wednesday (tomorrow), Tisbury.
9. M&G Investment – review of our annual investment which is £101,382.71. Asked if we would prefer our Statement on CD – **All agreed no.**
10. Invitation to Southwick Parish Council meeting about Affordable Housing.
11. Cranborne Chase and West Wiltshire Downs Area of Outstanding Natural Beauty this year's forum will be held at Dinton Village Hall at Thursday 8 May. Day starts at 10:00 am and ends at 4:00 pm – coffee available at 9:30 am.
12. Conference and Consultation – Market Lavington Community Hall Thursday 1 May Sustain the Plains.
13. Email sent to Chairman and Webmaster regarding Tim's Tittle Tattle on the Parish Website from Ms Toni Norris. The Chairman felt Cllr Reynolds was doing an excellent job with writing for the parish news and the website. She said as far as she was aware this was the only complaint received about "Tims Tittle Tattle". Cllr Gross said she had complained two years ago about the report in the Parish news, she feels it is not something for the Official website. Cllr Perry and the Chairman pointed out this is something which had been on the previous website as well with no complaints. Cllr Bennett-Shaw suggested as the full minutes were on the website perhaps "Tims Tittle Tattle" could be removed.

Decision remove "Tim's Tittle Tattle" from the Website but keeping "A Parish Councillor's Independent, Lighthearted View" in the Parish News. Chairman to reply to Ms Norris

DONATIONS AND RENT

Chairman –

Heytesbury Football Club £200 -Agreed.
Heytesbury PCC £300 – Agreed.
Heytesbury Cricket Club £110 – Agreed

Cllr Bond asked why is the Football Club gets £200 and the Cricket Club only £110, Chairman replied the money is ultimately for the rent and electricity the Parish Council pay for the use of the portakabin.

ITEMS FOR REPORT

Chairman reported that she had been offered a 6 year old portakabin worth about £40,000 which could be donated for the football club to use. Discussed and recommended that the information be passed to the football club for them to make a decision.

Cllr Bennett-Shaw asked that Cllr Sincok be reminded that the street notices have not been cleaned by the Parish Steward.

Cllr Gross via Cllr Bennett-Shaw; Martin Faulkner, Cllr Gross and his young officer offered the village children a free bus for the children (ages 12-16) in the village to attend a nightclub in Warminster, approximately 10 children went from the village. C.Cllr Davis reported that it was very successful and there were requests for it to be repeated. The Police were actually driving the mini buses around. It was hopeful that it would become a regular event.

Cllr Sturmey queried how often the litter bins were emptied as someone at Knook emptied their car and left a bag of rubbish on top of the litter bin and it was there for quite a long period. The Chairman reported it should be once a week.

Cllr Reynolds wondered whether the copse was owned by the Estate House as it had been fenced off. Cllr Bond said he had spoken to the owner of the Estate House and he reported that it was a Condition of the Sale that he fenced it off. Cllr Bennett-Shaw reiterated that it was a Condition of Sale.

Cllr Bond asked if someone has to apply for Planning Permission for Change of Use from Pasture to garden as a house in Park Street had purchased part of the field and fenced it off for garden. Chairman replied if the owner does not apply for change of use then the area must be clearly fenced off from the existing garden. C.Cllr Davis reported sheds, swimming pools; childrens' play equipment or anything similar cannot be erected on the land until change of use has been obtained. Cllr Bennett-Shaw will inform the owner that he has to apply for Change of Use.

Cllr Bond queried whether the new house in the garden of 28 Little London had applied for change of use, The Chairman was not sure one way or another. The Clerk to speak with the Planning Department. Cllr Bond reported he had received several complaints regarding someone parking an articulated lorry and decamping the trailer and leaving it overnight in Park Street. Cllr Bennett-Shaw said as it was the son of some residents in St Johns who leaves it there whilst visiting them she would ask that it is not left there in the future.

Cllr Bond queried why the grassed area had been cut by Mr Gunter and a week later by the Council. The Chairman replied she had asked the Council contractor what the length

of time would be between each cut and he thought it would be approximately 6 weeks, therefore she had asked Mr Gunter to cut the area as this should have been at least two weeks prior to his next cut. C.Cllr Davis reported that in March District Council issued a new Contract to English Landscapes. Cllr Bond, who was not at the meeting when Council agreed to the extra cuts, felt this was a waste of money as once a month should be adequate. As reported at the meeting Cllr Bond did not attend, Council felt as it was the approach to the village it was important to keep the area looking as smart as possible and once a month as proven in previous years, other than in hot weather, would not be adequate. As Cllr Bond felt the situation was not being handled correctly he was asked to monitor the situation and for him to ask Mr Gunter to cut the areas in between the Council's cut so that the it is kept tidy.

Cllr Perry reported she had been emailing the Police and Peter Andrews to find out whether anything was happening regarding Neighbourhood Watch, to date no response had been received. Cllr Bond and Cllr Bennett-Shaw will speak with Peter Andrews and find out what is happening.

Meeting closed at 8:15

Cheques: clerk's salary: £219.18 Heytesbury PCC £300 (S.214) Heytesbury FC: £200 WALC: £233.32 Heytesbury Cricket Club: £110 (S.137) WRVS: £25 (S.137).

MAY 2007

MINUTES OF THE ANNUAL PARISH MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 15 MAY 2007

Present: Mrs Hicketts (chairman), Rev. Bennett-Shaw, Mrs Gross, Mrs Perry, Messrs: Sincock, Bond, Hillier, D.Cllr Newbury, C.Cllr Davis

1 member of the public

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

MATTERS ARISING FROM THE MINUTES

There were none.

PARISH ACCOUNTS AND ANNUAL RETURN

A copy of the annual accounts was given to each member in attendance. Approval of the accounts, Annual Return, Statement of Accounts and the Annual Governance Statement was proposed by Cllr Bennett-Shaw, seconded by the chairman and agreed. The clerk reported that the Charibond account stood at £96,900.10 at 31 March 2007, the HSBC village hall fund at £4360.81 and at 30 April 2007 the current account balance was £12,394.19 (includes the precept and £3,150 hypothecated for the Blind House repair) and the deposit account at £4,167.22.

RISK ASSESSMENT

A copy was given to each member in attendance and approval was proposed by the chairman, seconded by Cllr Sincock and agreed (to include retention of the level of fidelity guarantee at £2,000).

CHAIRMAN'S REPORT

Cllr Hicketts thanked the clerk for all her support and hard work, together with all the councillors, who continue to work hard for the parish. She was sorry to see that, due to other commitments, the PC had lost Cllrs Cundick, Rockey and Amin, but she was able to welcome the new councillor, Ann Perry.

The PC had seen and passed the village hall plans and awaited the decision of WWDC.

Cllr Lewis had worked tirelessly all year trying to get the Blind House repaired, and although work had not yet started it was by no means anyone's fault other than bureaucratic red tape.

Cllr Gross finally saw all her hard work come to fruition with the opening of the new play park last summer, for which congratulations were due.

VIEWS OF THE PUBLIC

There were none.

The chairman closed the meeting at 7.24pm.

MAY 2008

MINUTES OF THE ANNUAL GENERAL MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 27 MAY 2008

Present: Mrs Hicketts (chairman), Sturmeay, Mrs Perry, Messrs: Sincock, Reynolds, Hiscock Lewis, C.Cllr Davis

Apologies: Rev. Bennett-Shaw, Mrs Gross, Mr Bond, Mr Hillier, D.Cllr Newbury

The chairman opened the meeting at 7.26pm, following the Annual Parish Meeting.

ELECTION OF CHAIRMAN 2008/09

Cllr Hicketts was proposed by Cllr Sincock, seconded by Cllr Hiscock and all were in favour. She thanked the council.

ELECTION OF VICE-CHAIRMAN 2008/09

Cllr Sincock was proposed by Cllr Hicketts, seconded by Cllr Reynolds and all were in favour.

CHAIRMAN'S ALLOWANCE

As agreed in the budget provision, £200 (to include the poppy wreath) was proposed by Cllr Sincock, seconded by Cllr Lewis and agreed.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

Cllr Hiscock declared a personal interest in planning application 2.

ALLOCATION OF RESPONSIBILITIES

The following responsibilities were agreed:

Cllr Hicketts (chairman): army liaison

Cllr Sincock (vice-chairman): emergency planning; parish steward co-ordinator; milestone maintenance; seat and war memorial annual inspections.

Cllr Bennett-Shaw: footpath representative; monitoring of footpaths, grasscutting and recycling area; village clean-up.

Cllr Gross: community planning; playground development.

Cllr Reynolds: Parish News/Journal reports; waste representative.

Cllr Bond: monitoring of footpaths and grass verges.

Cllr Lewis: booking of tables and chairs; annual Blind House inspections.

Cllr Perry: website maintenance and co-ordinator; police/Neighbourhood Watch liaison.

Cllr Sturmev: transport representative.

Cllr Hiscock: health/safety and fire service representative.

PLANNING

1. Permission to:
 - A) Mr&Mrs Charlesworth for single-storey extension at 57 High Street.
 - B) Mr G.Frost for rear 2-storey extension at Bunters Cottage.
2. Application by Mr&Mrs Venning for demolition of existing garage and construction of replacement double garage and detached bungalow at land to rear of Little House, High Street. Members objected due to over-development of the site and poor access onto the narrow area of the RUPP owned by Heytesbury Estate.
3. Alleged extension of garden at land adjoining 28 Little London: WWDC's enforcement officer should notify the PC within 40 days of the type of action the council intended to take.
4. Interim planning applications:
 - A) Revised plans: Mr Pulvertaft for demolition of single-storey lean-to and construction of 2-storey extension at Woodside Cottage, East Hill. No objections.
 - B) Mr Richardson for removal of internal brick wall, raise height of lean-to roof and new conservatory and extensions at 65 High Street. No objections.

MATTERS ARISING FROM THE MINUTES

1. "Tittle-Tattle"

Cllr Perry had removed, with regret, "Tim's Tittle-Tattle" from the website.

2. Neighbourhood Watch

Cllr Perry intended to attend a meeting on 28 May.

3. Parking of Heavy Vehicles

Cllr Hiscock asked if the horsebox in Park Street could be parked at the unused end of the street. The clerk to ask Cllr Bond to speak to the owners.

4. Donations and Rent

Thanks from Heytesbury PCC, the football club and WRVS.

CORRESPONDENCE

1. **WWDC:**
 - A) Design Awards scheme – poster displayed.
 - B) Dept of Communities and Local Govt. sought WWDC's views on the possibility of holding PC elections in 2009 and deferring any local elections from 7 May until 4 June 2009.
2. **WCC:**
 - A) Warminster recycling site could be temporarily closed this winter should contamination clearance prove necessary.
 - B) Civil parking enforcement notices.
 - C) Mobile library service – the clerk to ask Cllr Bennett-Shaw to check if St John's residents were happy with the proposed schedules.
3. Warminster&Villages Partnership info.
4. Passed to the PO – Criminal Justice Board newsletter and WCC Wiltshire magazines.
5. Wilts Police Authority sought 3 independent representatives.
6. Donation appeal from Bobby Van Trust and SPLASH- £25 each was agreed.
7. Allianz insurance premium of £774.29: payment agreed.
8. Kennett DC – spatial options for future development.
9. WALC literature and Community First info.
10. Invoice of £150 for footpath cutting from D.Bond: payment agreed.
11. BT proposed to remove the telephone boxes from Tytherington and Heytesbury as maintenance costs exceeded income.
12. Parish Liaison Day on 26 June: the chairman and clerk to attend.

ITEMS FOR REPORT

1. The chairman reported that white goods had been tipped near the footpath gate on the Warminster side of Cotley Hill roundabout. The clerk to inform WWDC.
2. Cllr Perry said that Bob Burgess had requested a web page of local news, which she was happy to include – members agreed.

She raised the question of a safe means of crossing the A36. The chairman replied that the PC had explored all the possibilities with all the relevant authorities. C.Cllr Davis agreed to ask WCC to provide a pedestrian crossing sign.

3. Cllr Sincock had been to:
 - A) a highways dept. demonstration. He had told them that he was not happy with the parish steward's performance.
 - B) Westbury Leigh Church to view the partial conversion to a community hall, which was impressive. It was agreed that he liaise with the Rector regarding investigation of possibilities for Heytesbury Church.

Cllr Reynolds had been informed that the village hall committee intended to re-apply with the intention that the plans go to committee. The clerk to ask Anthony Wilson for clarification. The chairman said that a PC-led referendum would be necessary should there be any significant changes to the plans.

4. C.Cllr Davis advised that WWDC had decided to reintroduce neighbour notification letters for planning applications.

5. Cllr Reynolds reported that the bench near the village entrance sign was in need of refurbishment. The chairman to inspect it.

6. Cllr Sturmev reported that:

- A) a glass panel in the Knook bus shelter had been broken. The clerk to inform CLARENCE.
- B) the field next to the Knook council houses needed dog-fouling notices – she was advised to ask Cllr Bennett-Shaw for some.

After signing the following cheques, the chairman closed the meeting at 8.45pm.

Cheques: clerk's salary: £219.18 D.Hicketts: £200 Allianz: £774.29
D.Bond: £150 SPLASH: £25 (S.137) Bobby Van Trust: £25 (S137)

JUNE 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 24 JUNE 2008

Present: Mrs Hicketts (chairman), Rev. Bennett-Shaw, Mrs Perry, Mrs Gross, Messrs: Sincock, Reynolds, Hillier, Bond, C. Cllr Davis

Apologies: Mrs Sturmeay, Mr Lewis, D. Cllr Newbury

Absent: Mr Hiscock

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

There were none.

PLANNING

1. Part refusal/part consent to works to 6 lime trees at land opposite West End House, High Street.
2. Application by Obelisk Developments to extend carports and erection of 3-bed dwelling with double carport at land to rear of 42 High Street. No objections.
3. Alleged extension of garden at land adjoining 28 Little London: WWDC's enforcement officer had sent a letter to the owner to request that he remove the vegetable plot. The chairman advised the owner to apply for retrospective pp if he wished to continue cultivating the plot. She would be willing to meet the planning officer if necessary. Cllr Bond pointed out that the minutes of 29 April should read that he had raised the issue brought to him by a parishioner.
4. Interim planning: revised plans for removal of internal brick wall, raise height of lean-to roof and new conservatory and extensions to dwelling at 65 High Street. No objections.

MATTERS ARISING FROM THE MINUTES

1. Mobile Library Service

Cllr Bennett-Shaw said that St Johns residents were happy with the schedules.

2. Garden Extension at Old Estate Yard

The owner had told Cllr Bennett-Shaw that WWDC had advised him that he could plant a hedge and fruit trees but could not cultivate the land. The clerk to ask WWDC to visit

the site and to supply the PC with the written policy on garden extensions and the use of paddocks.

3. Parking of Heavy Vehicles

Cllr Bennett-Shaw said that the heavy vehicle in Park Street would be parked elsewhere.

Cllr Bond had spoken to the Park Street horsebox owners, who agreed to park it in the cul-de-sac when not in use.

4. Donations

Thanks from SPLASH.

5. Knook Bus Shelter

Cllr Bennett-Shaw reported that it had been repaired.

CORRESPONDENCE

1. WWDC: West Wilts Matters.
2. Internal audit invoice: £135.12 – payment agreed. One action was recommended ie. To review and update the standing orders and financial regulations – to be placed on a future agenda.
3. WALC literature.
4. Passed to the PO – Sustain the Plain and West Wilts In Focus booklets.
5. Quinetic reported that MoD proposed establishing an area of segregated airspace to the south of Salisbury Plain for training purposes.
6. BT had received objections to the removal of the Heytesbury High Street phone box.
7. M&G investment: £1617.93 was transferred on 31.5.08.

INTERIM PLANNING MEETINGS

The chairman reported that there had been problems raising a quorum and proposed that in future the clerk email all members with 2 dates and to ask for a venue whilst the PO was unavailable – agreed.

POLICE

PCSO Shearing and PC Faulkner reported various incidents, including farms targeted for diesel theft and distraction burglaries, for which they would consult the crime prevention officer and the Bobby Van. They intended to place monthly reports in parish magazines and to carry out school visits, as well as being involved in the school travel plan. The children's monthly disco in Warminster was popular. PC Faulkner had been refused mobile phone funding by the police and requested a donation: £20 was agreed. The number – 07794 722864 – for non-emergency use by parishioners, would be noted in the PN. Neighbourhood Watch had not yet progressed, as they awaited scheme co-ordinators. Cllr Perry offered to liaise with Mr Andrews.

The chairman thanked them both for attending and for their valued support.

ITEMS FOR REPORT

1. The chairman reported that the verge near the Knook bus shelter was overgrown and impeded visibility – the clerk to inform Clarence.
2. Cllr Sincock reported that:
 - A) he would meet Mr Earney of WWDC to discuss repositioning of the Mill Street sign.
 - B) the parish steward would be replaced.
 - C) he had spoken about the Westbury Leigh church part conversion to the Rector, who wished to explore possibilities with the PC. It was agreed that Cllr Sincock arrange a meeting.
 - D) the Eaton-Harts tended the roses around the war memorial. The clerk to thank them for their past and continuing care.
3. Cllr Bennett-Shaw reported that:
 - A) village youngsters had requested a basketball net. The clerk to contact Cllr Gross.
 - B) the flytipping had not yet been attended to. The clerk to contact Linda Conley, the portfolio holder. Cllr Bennett-Shaw offered to show council operators the areas involved.
 - C) the St Johns bus stop marking had not yet been provided. The clerk to contact WCC.
 - D) Heytesbury Mill garage was being used as a separate dwelling. The clerk to ask WWDC if pp had been granted.
 - E) the footpath warden had installed 2 wheelchair-friendly gates on path 10. The clerk to thank him and ask when resurfacing could take place.

After signing the following cheques, the chairman closed the meeting at 8.50pm.

Cheques: clerk's salary: £219.18 Auditing Solutions Ltd: £135.12 M.Faulkner: £20

JULY 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 29 JULY 2008

Present: Mrs Hicketts (chairman), Rev. Bennett-Shaw, Mrs Perry, Mrs Sturmeay, Messrs: Lewis, Reynolds, Hillier, Bond, Hiscock, C.Cllr Davis, D.Cllr Newbury

Apologies: Mrs Gross, Brig. Sincock

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

There were none.

PLANNING

1. Applications by:
 - A) R.Royce for alterations to building including revisions to staircase at York House, High Street. No objections.
 - B) Mrs Prior for works to sycamore tree at Bridge House, Tytherington Road. No objections.
 - C) Jo Pearce to fell birch tree and pollard willow at Shady Bower, Chapel Road. No objections.
 - D) Revised plans for demolition of existing garage and construction of replacement double garage and detached bungalow at land to rear of Little House, High Street. No objections, however, Cllr Hiscock expressed concern that the poor road surface in Newtown would be further eroded – the clerk to ask that highways consider surface improvement as a condition of approval.
2. Permission to:
 - A) R.Pulvertaft for demolition of single-storey lean-to and construction of 2-storey extension at Woodside Cottage, East Hill.
 - B) Extensions to dwelling at 65 High Street.
3. The clerk had been informed by WWDC that pp had been granted in 1987 for conversion to 1 dwelling at Heytesbury Mill garage block.

MATTERS ARISING FROM THE MINUTES

1. Alleged garden Extension at Old Estate Yard

WWDC's enforcement officer reported that the owners had bought a parcel of land to the rear of their property, but did not intend to use it as part of their garden, but to form a buffer between the garden and the field beyond. They had erected a post and net screen around it and planted a native hedge inside the fence. He had informed them that the grass should not be cut more than twice a year and no buildings, play equipment or anything else that would give it the appearance of a domestic garden should be built or placed within this parcel of land.

CORRESPONDENCE

1. **WCC:** £10 invoice for lease of land at Heytesbury School: payment agreed.
2. The chairman had been asked by PC Martin Faulkner to sponsor the retiring Deputy Chief Constable's charity bike ride and she and Cllr Hillier had presented a £20 cheque to him on behalf of the PC at the PO. Cllrs agreed the donation retrospectively.
3. WALC literature.
4. Passed to the PO – Community First News.
5. Donation requests from Youth Action Wilts and Vitalise: £25 each was agreed. Thanks from Bobby Van Trust.
6. Best Kept Village Competition: Tytherington came 5th in the small village category.
7. Warminster&Villages Community Partnership newsletter and Wilts wayfarer newsletter.
8. Great Western Ambulance Service Annual Review.
9. Draft recommendations for electoral review of Wiltshire – C.Cllr Davis said that the Warminster area of Copheap had been placed with Wylve and the number of Cllrs was too high for the number of Warminster voters. The clerk to inform the Commission that Heytesbury was represented by P.Cllrs.
10. Blind House:
 - A) booklet and grant cheque for £3,586.19 from Wilts Historic Buildings Trust – the clerk had thanked Mr Johns.
 - B) EH questionnaire regarding public access to the Blind House. The chairman asked Cllr Hillier if as keyholder he would be willing to be responsible for giving the key to members of the public for a £10 deposit, noting the number of visitors and how they had heard about the monument. He agreed and members decided that the PC should make a £25 donation to the charity of his choice and visitors asked if they wished to make a donation. The clerk to return the questionnaire after checking if the PC's public liability insurance would cover visitors, and if not, to ask EH if the monument could be viewed only from the outside. A spare key should be cut and notices displayed on the noticeboard and PO.

11. Invoice for £100 from David Bond for grasscutting: payment agreed.

ITEMS FOR REPORT

1. Cllr Sturmeay reported that she had attended the community transport meeting, where it had been agreed that a service would be set up to provide info on available transport and to identify service gaps.
2. Cllr Hiscock asked if the path from the roundabout to Cotley Hill could be cut – the clerk to contact the footpath warden.
3. Cllr Bennett-Shaw:
 - A) asked when the pedestrians crossing warning sign would be placed at the A36 junction. Cllr Hiscock said that the white lining had faded – the clerk to ask the Highways Agency to erect the sign and repaint the lining. Cllr Perry had contacted D.Cllr Newbury about safety measures at the junction and the chairman said that that she should encourage all Heytesbury Park residents to pursue the matter as the PC had explored every possible avenue and now had to rely on their district and county representatives.
 - B) reported that the flytipping had at last been attended to.
 - C) the St Johns bus stop clearway marking had still not been provided. The clerk had contacted WCC yet again, so C.Cllr Davis agreed to pursue the matter.
4. Cllr Perry had attended the Neighbourhood Watch meeting and reported that the police texting service would start soon. She had passed Plainwatch leaflets to the PO. The village NW scheme should be operative in the near future.
5. The chairman had been contacted by Michael Mounde regarding the parkland for sale. He asked for PC support for raising money for a feasibility study on buying the land on behalf of AONB. Members did not agree to pursue the matter after the chairman had explained that she and the vice-chairman had attended a meeting with a potential buyer of whom they approved, as no building would be intended for the area and the land would be well maintained in their custody.

After signing the following cheques, the chairman closed the meeting at 8.12pm.

Cheques: clerk's salary: £219.18 Vitalise: £25 (S.137) Youth Action Wilts: £25 (S.137) M.Faulkner: £20 (S.137)(delegated powers) D.Bond: £100 WCC: £10

TRUSTEE'S MEETING

The clerk reported that, as at 30 June 2008, the Raymond Hall Fund stood at £99,061.37. She reminded trustees that general info was available at www.charitycommission.gov.uk.

The meeting closed at 8.15pm.

AUGUST 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 26 AUGUST 2008

Present: Mrs Hicketts (chairman), Rev. Bennett-Shaw, Mrs Perry, Mrs Sturmeay, Messrs: Lewis, Hillier, Bond, Hiscock, C.Cllr Davis

Apologies: Mrs Gross, Brig. Sincok, Mr Reynolds, D.Cllr Newbury

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

Cllr Bennett-Shaw declared a personal interest in planning application 1.

PLANNING

1. Application by HZ Developments for demolition of existing garage and construction of new courtyard house with alterations to access at land adjacent to the Coach House, Mantles Lane. No objections.
2. Permission to:
 - A) Mrs Prior for works to sycamore tree at Bridge House, Tytherington Road. No TPO.
 - B) Jo Pearce to fell birch tree and pollard willow at Shady Bower, Chapel Road. No TPO.
 - C) Mr&Mrs Venning for demolition of existing garage and construction of replacement double garage and detached bungalow at land to rear of Little House, High Street.
3. TPO for various trees at Heytesbury Park.
4. Interim application for Mrs Freeland for works to cherry and leylandii trees at Overstream House, Mill Street. No objections.

MATTERS ARISING FROM THE MINUTES

1. Footpath at Roundabout to Cotley Hill

Cllr Hiscock reported that the path had not yet been cut, therefore the clerk to again ask the RoW warden to attend to it.

2. Heytesbury Parkland

Cllr Perry said that Heytesbury Park residents had all received letters from MoD advising that they had placed a bid for the parcel of land to be sold.

3. St Johns Bus Stop Markings

C.Cllr Davis was still pursuing the matter.

4. White Lining A36

As the Highways Agency had not yet attended to the lining near the A36/Imber Road and Chitterne Road junctions, the clerk and C.Cllr Davis to pursue the matter.

CORRESPONDENCE

1. WCC:

- A) draft schedule of services that might be considered for delegation to PCs: it was agreed that the clerk invite the project manager, Richard Munro, to a PC meeting to fully explain the process.
- B) submission of Wilts&Swindon Minerals and Waste development and Control policies – passed to Cllr Reynolds.
- C) A303 diversion routes in case of emergency closures for vehicles in excess of 14 ft due to the low bridge at Wilton. The only practical route was via the A36 to Knook then the B390 to Chitterne.

2. WWDC objected to BT's proposed removal of the telephone box in Heytesbury.

3. Hills Annual Service Review (passed to the PO) and payment of £179 for sponsored recycling tonnage.

4. Donation thanks from Youth Action Wilts and Vitalise.

5. Invoices from Mark Gunter for £120 (verge grasscutting) and RJ Print for £33.72 – payments agreed.

6. Warminster&Villages Community Partnership meeting on October 2nd – passed to Cllr Perry.

ITEMS FOR REPORT

1. Cllr Sturmey asked if a dog waste bin could be provided for the Knook field. As members were unsure of the need for it, Cllr Sturmey to monitor the effectiveness of the recent erection of dog-fouling penalty notices.

2. Cllr Hiscock asked if:

- A) the trees along the A36; Salisbury direction to Cotley Hill roundabout could be trimmed, as they impeded visibility. The clerk to contact the HA.
- B) the problem of dog-fouling could be reported in the PN – Cllr Bennett-Shaw agreed.

- C) parking could be discouraged at the Chapel Road/High St junction. It was agreed that the clerk ask WCC to provide double yellow lines on both corners for the appropriate distance as prescribed in the Highway Code.
3. Cllr Bennett-Shaw said that litter was again problematic. She agreed to organise a litter pick with Cllr Gross.
4. Cllr Perry asked if she should place MoD Plainwatch bulletins on the noticeboard – agreed.
5. Cllr Lewis said that his wife had offered to tend the areas of soil on either side of the Blind House. Members accepted her offer with gratitude.
6. The chairman reported that the travellers, who had recently moved the dragons' teeth at the Park Street cul-de-sac, had just departed. Cllr Bennett-Shaw would arrange for the clearance of rubbish and C.Cllr Davis to investigate the provision of a more secure type of barrier.

After signing the following cheques, the chairman closed the meeting at 7.45pm.

Cheques: clerk's salary: £219.18
£33.72

M.Gunter: £120

RJPrint:

SEPTEMBER 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 30 SEPTEMBER 2008

Present : Mrs Hicketts (chairman), Mrs Sturmeay, Messrs: Lewis, Hillier, Reynolds, Sincok, C.Cllr Davis

Apologies : Rev.Bennett-Shaw, Mrs Perry, Mrs Gross, Mr Hiscock, Mr Bond, D.Cllr Newbury

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

There were none.

DELEGATION OF SERVICES TO PC

The chairman welcomed Richard Munro, WCC project manager, who outlined the proposals, for which there was no compulsion. Funding would come from the Unitary Authority, not the precept. Three major criteria to be developed were value for money, capacity to manage contracts and liability. The mechanics of delegation were still to be worked out eg. The parish steward scheme had proved very successful and expansion was envisaged. At this stage he wished to know what the PC would be interested in considering taking on.

The chairman thanked him for attending.

After discussion, it was decided that the clerk inform him that the PC would consider the delegation of grass and hedge cutting, footpath cutting, street cleaning and street naming. She would also request that the parish steward come for a full 2 days on each visit.

PLANNING

1. Permission to:
 - A) HZ Developments for demolition of existing garage and construction of new courtyard house with alterations to access at land adjacent to the Coach House, Mantles Lane.
 - B) R.Royce for alterations to building including revisions to staircase at York House, High Street.

2. Interim applications:

- A) Heytesbury Estate for lagoon for dirty water storage at land east of 26 Knook.
- B) Heytesbury Estate for lagoon for dirty water storage at land north east of Anstey Cottage, Chitterne Anstey, Knook.
- C) Robin Hungerford for replacement of existing sash window with casement window at Church House, 53a High Street.

No objections to any of the above.

MATTERS ARISING FROM THE MINUTES

1. Footpaths

- A) The RoW warden would investigate the path from the roundabout to Cotley Hill as it goes through the open access area and wildlife area and there were conditions on cutting any material. Footpath 10 (station) was on his list to put some material down on.
- B) WCC asked which paths were of importance and it was agreed that the clerk reply as last year ie. Path 10, path 24 (drove to Cotley Hill) and path 7 (Mill).

2. Blind House Garden

Cllr Lewis said that his wife had tidied the areas, for which the chairman passed on her thanks.

3. St Johns Bus Stop Markings

C.Cllr Davis reported that this would be carried out when the crew were in the area.

4. A36 Heytesbury Bypass

The Highways Agency environmental team were in the process of conducting a tree health and safety study to take into account any trees that presented an obstruction of visibility or that overhung the road.

The white lining would be carried out in due course if deemed necessary, subject to funding and approval.

The request for a pedestrian warning sign was currently being investigated and once they had further info the HA would advise the PC of any progress.

5. Travellers

C.Cllr Davis said that dragon's teeth were still the best option and a more substantial barrier was not possible as there were services under the road which needed to be accessed.

6. Phone Box

The clerk had emailed all members regarding the proposed Adopt- a- Box scheme, however they had decided not to proceed, as it would be too costly.

7. Parking Chapel Road

Following the last meeting, Cllr Lewis had advised the chairman and clerk that the provision of yellow lines on the corner would cause more problems by removing half the parking in the road and, with their agreement, had spoken to the van owner, who had promised to park elsewhere.

CORRESPONDENCE

1. WCC RoW Improvement Plan.
2. WWDC grant cheque of £1000 for the Blind House – the clerk had paid this into the deposit account.
3. Wilts Fire&Rescue Service Annual Plan – available on www.wiltshire.gov.uk.
4. Donation thanks from the cricket club and requests from Wilts Music Centre: not agreed and the village bonfire committee: £25 agreed.
5. Invoices from Mazars for completion of audit (£334.88) and RJ Print (£30.77) – payments agreed.
6. Warminster&Villages newsletter and notice of Community Day on October 17th – the clerk to ask absent members if they could attend and if so, to contact Cllr Sturmeay, who could only attend briefly.
7. WALC literature, including training day for new cllrs on November 8th.
8. Unitary Authority Councillor Launch Day October 14th 10am County Hall.
9. Community arts and training leaflet.
10. Standards Board newsletter.
11. M&G investment: £1644.20 distributed from 1st May to 31st July 2008.
12. Passed to the PO: Swindon&Marlborough NHS Annual Report and West Wilts In Focus.

ITEMS FOR REPORT

1. The chairman said that the PC needed to know the status of the village hall committee's planning application. It was agreed that the clerk advise the committee that PC members were actively considering supporting the proposal for a community room in the church and would assume that the hall application was not going forward if the PC received no reply from the committee by 27th October regarding the application date and the nature of the changes involved.

2. Cllr Sincock reported that:
 - A) the new parish steward was due to visit on 8th October – Cllr Reynolds asked if the village could be kept clear of leaves.
 - B) he had attended an emergency planning exercise.
3. Cllr Bennett-Shaw reported by email that:
 - A) the paths behind Garstons and the Mill path needed another trim – the clerk had asked Cllr Bond to inspect them.
 - B) she had been asked if the PC would include in the PN report the request that motorists parking outside the shop turn off engines rather than leaving them idling. Members did not agree to this proposal.

After signing the following cheques, the chairman closed the meeting at 8.30pm.

Cheques: clerk's salary: £219.18 Village Bonfire Committee: £25 (S.137)
Mazars: £334.88 RJPrint: £30.77

OCTOBER 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 28 OCTOBER 2008

Present: Brig.Sincock(vice-chairman), Rev.Bennett-Shaw, Mrs Sturmey, Mrs Perry, Messrs: Hiscock, Hillier, Reynolds, Bond, D.Cllr Newbury, C.Cllr Davis

Apologies: Mrs Hicketts, Mrs Gross, Mr Lewis

Cllr Sincock took the chair and opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

Cllr Sincock declared a personal interest in planning application 1.

PLANNING

1. Application by Mr Prior for works to trees at Parsonage House, Tytherington Road. No objections.
2. Permission to:
 - A) Mr&Mrs Pease for installation of play equipment (retrospective) and seating deck at the Red Lion. As Cllr Sincock had observed some time ago that no safety surface had been laid, he would ascertain if it had subsequently been provided.
 - B) Mrs Freeland for works to cherry and leylandii trees at Overstream House, Mill Street.
3. Confirmed TPOs for trees at **Heytesbury Park**.

MATTERS ARISING FROM THE MINUTES

1. Footpaths

Cllr Bond said that he would trim the paths as necessary as soon as possible. Cllr Bennett-Shaw asked him to cut back the brambles by the seat near the portakabin – agreed.

2. Village Hall

Kay Norris had replied by email to the clerk's enquiry regarding the status of the application. She stated that it would be re-submitted very shortly, the delay having

been caused by discussions about trees and ecological issues. The plans remained the same but with some ecological changes. Anthony Wilson would be happy to attend a PC meeting to answer any questions when the application had gone in.

3. Parish Steward

Cllr Sincock said that it was unlikely that they would come for a second day for the time being. The leaf sweeper came several days ago and he would try to get it to come once more leaves had fallen.

CORRESPONDENCE

1. WCC Vision for children's play – Cllr Bond to pass this on to Cllr Gross.
2. WWDC:
 - A) Parish Forum 6.30pm 26 November at Trowbridge.
 - B) poster displayed about help with rent and council tax.
3. Warminster Area seminar 7pm 30 October – Cllr Perry to attend.
4. Donation thanks from the village bonfire committee.
5. Rural facilities surveys for Knook and Tytherington – completed and returned by Cllr Sturmeay and the clerk.
6. Warminster&Villages Community Partnership newsletter.
7. WALC literature.
8. Selwood Housing Society had informed residents that oil was getting into the sewage treatment works and that charges would have to be substantially increased. It was felt that such an increase should not be necessary in such a new system, therefore D.Cllr Newbury and C.Cllr Davis agreed to pursue the matter. The clerk to inform Cllr Reynolds of any progress.
9. Invoices from:
 - A) Playsafety (£70.50) for playground inspection. Cllr Bond said that the perimeter fence and entrance again were commented upon. He would attend to several minor points noted about the swings.
 - B) Barry Bligdon (£150) for grasscutting around the seats.
 - C) G.Beavers (£20) for 2 clearances of the milestone and recycling areas.

Payments were agreed for all the above.

10. Passed to the PO – PAWS menu and SPLASH poster.

ITEMS FOR REPORT

1. Cllr Sturmeay said that custom could be increased at the pubs if signs could be erected on the bypass, however, C.Cllr Davis advised that it was very unlikely that the HA would give permission.

2. Cllr Sincock reported that:
 - A) Mr Katon had complained that the River House hedge was overhanging the road, thus narrowing available space and forcing drivers over to the other side of the road. Cllr Sincock agreed to ask the Trittons to arrange for the hedge to be trimmed.
 - B) his annual inspection of the war memorial had revealed that it was in good condition.
3. Cllr Bennett-Shaw reported that:
 - A) there was much litter opposite the milestone – Cllr Sincock offered to clear it.
 - B) the pavement from Westover to the roundabout had been so narrowed by soil and grass that people were forced to walk in the road. The clerk to contact WCC.
4. Cllr Hiscock asked if the Raymond Hall investment was secure. Cllr Sincock replied that it was a safe fund, as it was held under the auspices of the Charity Commission.
5. Cllr Perry said that Neighbourhood Watch was now operative. At the next NTG meeting it was likely that the school walking bus would be discussed, as well as speeding in villages, for which mobile speed signs and hand-held cameras for use by P.Cllrs may be suggested. C.Cllr Davis advised that the safety camera partnership must be consulted.

After signing the following cheques, the chairman closed the meeting at 8.15pm.

Cheques: clerk's salary: £219.18 B.Bligdon: £150 G.Beavers: £20 Playsafety: £70.50

NOVEMBER 2008

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 25 NOVEMBER 2008

Present : Mrs Hicketts (chairman), Rev. Bennett-Shaw, Mrs Sturmeay, Mrs Perry, Messrs: Sincock, Lewis, Hiscock, Hillier, Reynolds, Bond, C.Cllr Davis

Apologies : Mrs Gross, D.Cllr Newbury

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman, after addition of "of the NTG" to items for Report point 5.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

Cllr Bond declared a personal interest in planning application 1.

PLANNING

1. Application by Mrs Winn to fell 1 Robinia and 2 apple trees at 99 Church Terrace. No objections.
2. Permission to:
 - A) Mr Hungerford for replacement of existing sash window with casement window at Church House, High St.
 - B) Mr Prior for works to trees at Parsonage House, Tytherington Road.
3. Refusal to Obelisk Developments Ltd to extend carports and erection of 3-bed dwelling with double carport at land to rear of 42 High St.
4. Heytesbury Estate for lagoons for dirty water storage at land east of 26 Knook and land north-east of Anstey Cottage, Chitterne Ansty – withdrawn.
5. Copies of reminder letters to owners of North Lodge, Heytesbury Park and Holm Oak, Newtown, that the felled tree on each property must be replaced by 30 March 2009.
6. Interim application: Ms Buttenshaw to crown reduce yew tree (in TPO) at 1 Victoria Gardens, High St. No objections.

MATTERS ARISING FROM THE MINUTES

1. Footpaths

Cllr Bond said that he would trim the paths and brambles within a week.

2. Village Hall

The chairman had been advised that the plans had been submitted to WWDC and that Anthony Wilson wished to attend the PC meeting at which the plans would be discussed.

3. Parish Steward

Cllr Sincock said that the steward was progressing very well

4. River House Hedge

Cllr Sincock reported that the hedge had been cut.

5. Barry Bligdon

Cllr Bennett-Shaw said that he had resigned from grasscutting around the 3 benches – the clerk to send him a letter of thanks for his services. Cllr Bennett-Shaw would ask Nigel Still if he would like to take on the task.

6. St Johns Bus Stop Markings

Cllr Bennett-Shaw reported that the clearway markings had at last been provided.

7. Litter opposite Milestone

Cllr Sincock said that he had cleared the litter, for which he was thanked.

8. Siding Out

Cllr Bennett-Shaw said that WWDC had cut the hedge at Westover, apparently instead of clearing away the soil and grass that was narrowing the pavement. The clerk to contact Clarence.

CORRESPONDENCE

1. WCC:

- A) Driving safely in adverse weather leaflets – passed to the PO.
- B) Wiltshire Wayfarer.

2. WWDC:

- A) Parish Forum 6.30pm 26 November at Trowbridge.
- B) West Wilts Matters.

3. Charity Commission News.

4. Donation appeal from Victim Support: £25 was agreed.

5. M&G investment summary as at 30 September 2008: £100,769.02.

6. Warminster&Villages Community Partnership AGM on 29 November.

7. WALC literature.

8. Consultation on communities and Local Govt – passed to Cllr Perry.
9. Kennet DC: Core Strategy consultation.
10. Warminster TC Vision and Scoping Study – to be passed around interested Cllrs for comments direct to Warminster TC.
11. Warminster Pilot Area Board inaugural meeting on 27 November at 6.30pm – Cllrs Bennett-Shaw and Sincok to attend.
12. Boundary Committee – formal recommendations for electoral review of Wiltshire.

BANK FIGURES

The clerk reported that, as at 30 October, the current account stood at £5,741.03 and the deposit account at £11,132.91.

CLERK'S SALARY

WALC recommended an increase as from April 2008. It was agreed to accept the increase and to move the scale from SCP 23 to SCP 25; giving rise to an increase of £20.07 per month ie. £2870.92 per annum (£2800 was budgeted). Proposed by Cllr Bennett-Shaw, seconded by the chairman and agreed. The clerk pointed out that although this was an interim award of 2.45%, it was likely that no further award would be negotiated. She thanked the council.

BUDGET PROVISION AND PRECEPT

The budget provision was given to each member present and every likely item of expenditure discussed. Exceptional items included were £1500 for the playground and £300 for a seat. Additionally, funds in the deposit account and any surplus funds in the current account could be used for playground enhancement. The chairman proposed, Cllr Bennett-Shaw seconded and it was agreed that the budget provision be approved and the precept set at £9335.

DATE OF NEXT MEETING

January 13th 2009.

ITEMS FOR REPORT

1. Cllr Perry asked if there were any problems to report to the Neighbourhood Tasking Group meeting on 28 November. She said that Plainwatch was up and running very well.
2. Cllr Lewis reported that the Blind House inspection had revealed 2 small areas of pointing that would be attended to very shortly. Mr&Mrs Bradley's climbing hydrangea would need to be kept trimmed away from the rear and sides of the Blind House – the clerk to request this in a letter.
3. Cllr Bennett-Shaw reported that the Jubilee seat needed repair – the budget provision had included a sum for this purpose.

After signing the following cheques, the chairman closed the meeting at 8.14pm.

Cheques: clerk's salary: £618.99 (November&December and back pay)

Victim Support: £25 (S.137)